

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

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September 9, 2003

FROM: ED KIECZYKOWSKI, County Librarian
County Library

**SUBJECT: CALIFORNIA LIBRARY LITERACY SERVICES AMERICORPS INITIATIVE
APPLICATION**

RECOMMENDATION: Ratify authorization by the Chairman of the Board of Supervisors for County Library to submit an application to participate in the California Library Literacy Services AmeriCorps Initiative, which offers the use of part-time and full-time AmeriCorps members to supplement Library literacy services at a cost to the County of \$13,000 for a 10-month period from December 1, 2003, through September 30, 2004.

BACKGROUND INFORMATION: In response to California Library Literacy Services' [CLLS] request for applications to participate in their AmeriCorps Initiative, County Library prepared an application expressing interest in this program. Participation in the program would entitle County Library to use the services of one (1) Full-time, and eleven (11) Part-time AmeriCorps Members specially trained to provide literacy assistance as directed at the highly-discounted rate of \$2,000 per year for the Full-time Member [1,700 hrs], and \$1,000 [900 hrs] for the Part-time Members. These AmeriCorps members will be used to supplement current Library staff with developing community literacy awareness within the County. Specifically, AmeriCorps members will solicit volunteers for literacy tutoring, train these volunteers, perform clerical duties in support of literacy objectives, and track statistical information required by the State. Because of County Library's limited resources, the number of people currently being served that require literacy services is approximately 400. Through the efforts of these AmeriCorps members, the number that can be served is expected to increase to approximately 550 people. In addition, State funding is available to local libraries based on the number people receiving literacy services. Therefore, by increasing the amount of people served, County Library would qualify to receive additional State funds. Furthermore, salary alone for staff hours performing comparable duties would total approximately \$127,000. For these reasons, County Library believes that the value of services to be performed by the AmeriCorps members far exceeds the \$13,000 cost to the County. This cost would be funded out of County Library's FY 2003/04 budget.

Due to the limited period of time available to complete the application, staff was unable to finish in time to seek Board approval for submission to the State. Consequently, on August 21, 2003, the Chairman of the Board provided the County Librarian with authorization to sign and submit the application prior to CLLS's August 22, 2003 deadline. Approval of this recommendation will ratify the Chairman's action in this regard.

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If the application is successful, County Library will return to the Board for approval to participate in the program and to pay CLLS for the AmeriCorps members' services in accordance with County Policy.

REVIEW BY OTHERS: This item was reviewed by County Counsel (Deputy County Counsel Dawn Stafford) on August 29, 2003, and by the County Administrative Office (Tom Forster, Administrative Analyst) on August 29, 2003

FINANCIAL IMPACT: If the application is approved by CLLS, the AmeriCorps initiative would provide staff services for use in expanding existing literacy and school-readiness programs throughout the County Library system valued at approximately \$127,000. These services can be secured through this Initiative at the highly discounted cost of \$13,000. This cost will be covered by in-kind expenditures included in the Library's 2003/04 Budget.

COST REDUCTION REVIEW: The County Administrative Office has reviewed this agenda item and concurs with the department's proposal and recommends this action based on the demonstrated value of gaining almost 12,000 staff hours of trained personnel to supplement existing literacy staff with such a small financial outlay.

SUPERVISORIAL DISTRICT (S): All.

PRESENTER: Ed Kieczkowski, 387-5721.